



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Platinum-Level of Governance



PLATINUM LEVEL

President – Bill Pease • Vice-President – Bryon Gutow • Director – Kevin Graves • Director – Bill Mayer • Director – Ashley Porter

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF DIRECTORS
OF THE TOWN OF DISCOVERY BAY
Wednesday, November 18, 2020
REGULAR MEETING 7:00 P.M.**

**NOTICE
Coronavirus COVID-19**

In accordance with the Governor's Executive Order N-33-20, and for the period in which the Order remains in effect, the Town of Discovery Bay Community Services District Board Chambers will be closed to the public.

To accommodate the public during this period of time that the Board's Chambers are closed to the public, the Town of Discovery Bay Community Services District Board of Directors has arranged for members of the public to observe and address the meeting telephonically.

**TO ATTEND BY TELECONFERENCE:
Toll-Free Dial-In Number: (877)778-1806
CONFERENCE CODE 891949**

Download Agenda Packet and Materials at <http://www.todb.ca.gov/>

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00 p.m. – By President Pease
2. Pledge of Allegiance – Led by Director Mayer
3. Roll Call – All Present.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

- Public Comment Regarding
- Resolution 2020-02

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for November 4, 2020.
2. Approve Register of District Invoices.
3. Approve Contracting with Croce, Sanguinetti & Vander Veen to Perform the Town of Discovery Bay's Independent Audit for Fiscal Year 2019/20.

Motion to approve Consent Calendar as presented by staff made by Director Kevin Graves.

Second by Director Ashley Porter.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

D. PRESENTATIONS

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of October 2020.

Update given on Water and Wastewater Plants productivity by Veolia Project Manager Gerry Lemus. Discussed collected samples of bacteria with no present concerns. No safety incidents.

F. DISCUSSION AND ACTION ITEMS

1. Discussion and Possible Action Regarding the Discovery Bay Recreation & Sports, Inc. (“DBRS”) Use of the Community Center Pickleball Courts 3, 4, 5, and 6.

Assistant General Manager Dina Breitstein petitioned the request to approve Resolution 2020-24 which will allow Discovery Bay Recreation and Sports, Inc., priority use of pickleball courts 3, 4, 5 and 6 in appreciation for a monetary donation to fund the pickleball courts. The proposed priority schedule will be Tuesdays, Thursdays and Saturdays from 8:00 a.m. – 12:00 p.m., Wednesdays 4:00 p.m.- close during Daylight Savings Time, and Wednesdays 3:00 p.m.- close outside of Daylight Savings Time. Mondays and Fridays from 4:00 p.m.- close during Daylight Savings Time, and Mondays and Fridays from 3:00 p.m.- close outside of Daylight Savings Time.

Motion made by Director Kevin Graves to proceed with recommendation of the staff.

Second by Vice President Gutow.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

2. Discussion and Possible Action Regarding the California State Parks – Prop 68 Per Capita Grant Money. General Manager Mike Davies petitioned to approve Resolution 2020-25 which will allow Town staff to apply for \$187,441.00 in grant funds through the Per Capita Program for Park Capital Improvement Funding. The process to apply for these funds has already been initiated.

Motion made by Director Ashley Porter to approve Resolution 2020-25.

Second by Vice President Gutow.

Vote: Motion Carried – AYES: 5, NOES: 0, ABSTAINED: 0, ABSENT: 0

G. MANAGER’S REPORT

1. Landscape Update.

General Manager Mike Davies discussed the incomplete job regarding landscaping contract with Terracare. President Bill Pease asked if dye was used in weed killer as requested in the Professional Service Agreement.

Parks and Landscape Manager Bill Engelman stated that the Town has not seen proof of this being done and is in the process of requesting proof from Terracare.

Director Ashley Porter asked for a percentage of the work that has not been completed.

Parks and Landscape Manager Bill Engelman answered that the work done by Terracare is approximately 70% complete. Town has received two invoices from Terracare, one of which is past due.

General Manager Mike Davies updated the Board with information regarding the opportunity to apply for Prop 68 Competitive Grant. With this grant, the Town could convert landscaping on Clipper Drive into a linear park. The vision of this linear park will include a path for dog walking, wider paths, benches, exercise equipment, lighting and landscaping. The request presented to the Board was to put the project on Clipper Drive on hold until the Town has received a decision regarding Prop 68 Competitive Grant.

Director Kevin Graves advised the Board that the Parks and Recreation Committee has been made aware of this opportunity and has agreed to delay work on Clipper Drive until grant decision is made.

President Bill Pease recommended placing signs at Clipper to let the community know that there will be an enhancement project coming soon.

Directors voiced their approval and staff received direction.

H. GENERAL MANAGER’S REPORT

I. DIRECTOR’S REPORT

J. CORRESPONDENCE RECEIVED

K. FUTURE AGENDA ITEMS

L. ADJOURNMENT

1. Adjourn to the next regular Board of Director’s meeting at the Community Center located at 1601 Discovery Bay Boulevard.

“This agenda shall be made available upon request in alternative formats to persons with a disability, as required by the American with Disabilities Act of 1990 (42 U.S.C. § 12132) and the Ralph M. Brown Act (California Government Code § 54954.2). Persons requesting a disability related modification or accommodation in order to participate in the meeting should contact the Town of Discovery Bay, at (925) 634-1131, during regular business hours, at least forty-eight hours prior to the time of the meeting.”

"Materials related to an item on the Agenda submitted to the Town of Discovery Bay after distribution of the agenda packet are available for public inspection in the District Office located at 1800 Willow Lake Road during normal business hours."

//ym//112320